

**Minutes**  
**FINANCIAL OVERSIGHT COMMITTEE MEETING**  
**TUESDAY, SEPTEMBER 21, 2010**  
**JOEL BARLOW HIGH SCHOOL**  
**6:00 P.M. – LIBRARY MEDIA CENTER**

Attendance: Cable, Gold, Gombos, Hanczor, Hocker, Karvelis, DeSalvo,  
Administration: Cicchetti, McMorran, Sullivan

**I. Call to Order**

Mr. Hocker called the meeting to order at 6:08 PM.

**II. Approval of Minutes**

**MOTION: Move to approve the minutes of the July 27, 2010, meeting. Karvelis, DeSalvo.**  
Dr. Gold asked to clarify the minutes to reflect that she was not advocating that every proposed budget transfer should require advance approval, but that she did advocate having a policy that delineates when such approval is required. **Approved as amended. Unanimous.**

**III. Public Comment**

None

**IV. Discussion and Possible Action:**

**A) FOC meeting schedule for 2010-11 school year**

A proposed schedule of FOC meetings was distributed and briefly discussed. It was noted that the schedule showed FOC meetings taking place one hour before each regularly scheduled Region 9 board meeting, and further noted that adoption of the schedule did not prevent future changes in meeting dates if necessary.

**MOTION: To approve the FOC Meeting Schedule as presented. DeSalvo, Karvelis.**  
**Unanimous.** (See subsequent action related to this item, below)

**B) 2009-10 health insurance reserve report**

Mrs. Sullivan distributed the report and noted that, as is typical, claims in the months of July and August were higher than average. The reserve balance of approximately \$309,000 was slightly more than two months' worth of claims, which is consistent with the desirable level of 1.5 to two months. The reserve balance includes \$70,000 allocated by the board at the end of the 2009-10 fiscal year for the purpose of increasing the reserve.

**C) 2009-10 year-end update**

Mrs. Sullivan reported that the final surplus was approximately \$140,000, which was divided evenly between Health Insurance reserves and Capital reserves. The major items contributing to the surplus were savings in energy and in student transportation, compared to the original budget. However, there had been budget overruns in the areas of outside special education and professional services, resulting in the net figure. In addition, the item of Pension Fund reserve was technically a budget overrun because the board had already allocated approximately \$70,000 to this account at the end of the 2009-10 fiscal year. There followed a discussion of potential ways to be more accurate in future budgeting of certain line items that had shown significant differences, positive or negative, from the original approved budget.

## **V. Reports from Director of Finance and Operations:**

### **A) 2010-11 year-to-date results**

Mrs. Sullivan distributed the current Object Summary. She also distributed a Transfers Report for the year thus far, explaining how the report showed sums that had been transferred to and from accounts. She noted that a number of transfers had been made from Equipment and Supplies to Fix Assets because the fixed asset tracking system had been improved to allow more accurate accounting.

Mrs. Sullivan provided a report on cash balances in various bank accounts, as had been requested at the previous meeting. There was discussion of the relative risk of having cash balances in one bank in amounts that exceeded deposit insurance coverage, compared with the inconvenience of maintaining a larger number of smaller accounts in different banks that would be fully covered by deposit insurance. It was agreed that the financial auditors would be invited to report on this issue at a future meeting.

## **IV. Previous Action Item Revisited:**

### **A) FOC meeting schedule for 2010-11**

Mrs. Gombos, who had arrived at this point, noted that the schedule approved earlier in the meeting should have included dates that corresponded to the Region 9 board Budget Workshops.

**MOTION: To reconsider the earlier approval of the FOC schedule. Approved. Karvelis, Gold. Unanimous.**

**MOTION: To approve the FOC meeting schedule for 2010-11 with the addition of March 2, March 7, and March 9 at 7 pm. Gombos, DeSalvo. Approved. Unanimous.**

## **V. Reports from Director of Finance and Operations (continued):**

### **B) Capital reserve fund:**

Mrs. Sullivan distributed a report that showed the current status of spending on the capital items approved previously by the board. Completed items were at or below budget.

### **C) Education Jobs Fund grant program:**

Ms. Sullivan reported that Region 9 had received a one-time federal grant of \$22,000 to be used toward compensating providers of student services. Mr. McMorrان reported that the money was likely to be used to provide additional math and reading tutorial support.

## **VI. Public Comment**

No comments from the public. Mr. DeSalvo expressed concern about the transparency of budget items to the public, especially regarding salaries for administrators.

## **VII. Adjournment**

**MOTION: Move to adjourn. Karvelis, DeSalvo. Approved. Unanimous.**

Mr. Hocker adjourned the meeting at 7:04 PM.

*Minutes recorded by Chris Hocker*